

**Minutes of the Fennville District Library
Board of Trustees**

November 16, 2023 at 4:00 pm
Regular Meeting

Present: Midge Bernard, Robin Buchler, Dennis Martin, Donna Matula, Bob Sherwood, Willow Vandenberg, Kathleen Yankee, Marilyn Jessup

Absent: None

Staff present: Teresa Kline

Observers present: Gary Lenon of EGL Tech

Meeting called to order: 4:00 pm, by Dennis Martin, President

Approval of Agenda: *It was moved by Yankee, seconded by Vandenberg, to approve the agenda as amended. Carried 8-0.*

New Business-Egltech Cybersecurity, Gary Lenon: After a presentation by Gary Lenon on a Cybersecurity proposal and discussion, *it was moved by Jessup, seconded by Yankee, to approve a contract with Egltech for managed cybersecurity, with a one time set up fee of \$1325 and \$331/month. Carried, 8-0.*

Approval of the Minutes: *It was moved by Buchler, seconded by Matula, to approve the minutes of October 19, 2023. Carried 8-0.*

Correspondence: None.

Financial and Budget Performance Report:

- After reviewing the “Profit & Loss Budget vs Actual” Sheet and the Balance Sheet for October 2023, they were received and filed.

Director's Report:

- Meetings attended: Lakeland Library Board and Council
- Marlynn Starring's son, Roger, stopped by to say there will be a donation from Marlynn's estate for digitizing
- Two doors were repaired
- There were 6,027 items loaned out to other libraries, and 3,675 items loaned to us by other libraries
- Teresa will be participating as part of a focus group sponsored by the University of North Carolina on “Food Justice and Public Librarianship”
- Carlos Lopez is a new city commissioner who is also an advocate of the library
- In 2018 an Oral History project was started, then put on hold during COVID. Becky Crane will be working on recording histories again soon.
- On December 1 and 2, there will be a Train Show, Reindeer and the Grinch at the library.

- Regarding Book Bans – Teresa is monitoring books in the news and making sure they are in the right place; also pulling ones with mis-information.
- There was a program about the Titanic
- Our audit will be done next month
- Teresa attended a University of Michigan School of Information event where she was a speaker and on a panel.
- Youth Activities handout, Monthly Circulation Statistics, Door Count

President's Remarks: None

Board Members' Remarks: from Kathleen: The Library of Michigan recognizes the need for a person in charge of rural libraries; Identified four literacies for Libraries: Financial, Legal, Facilities and Communication
from Bob: remarks on the Patmos Library millage election and opposite extremes to book banning

Committee Reports: None

Unfinished Business:

Staffing – Job description – *It was moved by Buchler, seconded by Sherwood, to accept the job description of Assistant Library Director, and authorize Teresa to offer up to \$40,000 plus benefits to fill the position. Carried, 8-0.*

New Business:

Maturing CD – *It was moved by Jessup, seconded by Bernard, to invest \$100,000 in a 12 month, JP Morgan CD (callable in 6 months) for 5.60%. Carried, 8-0.*

Smoking Cessation Class – Dennis presented the idea of the Library hosting a smoking cessation class. Teresa will look into it

Board - Holiday Event – We will meet at a restaurant after the Board meeting in January

Gifts – None

Public Comments – None

Adjournment: The meeting was adjourned by President Martin at 5:13.
Next meeting is December 21, 2024 at 4:00.

Respectfully submitted,

Marilyn Jessup, Secretary